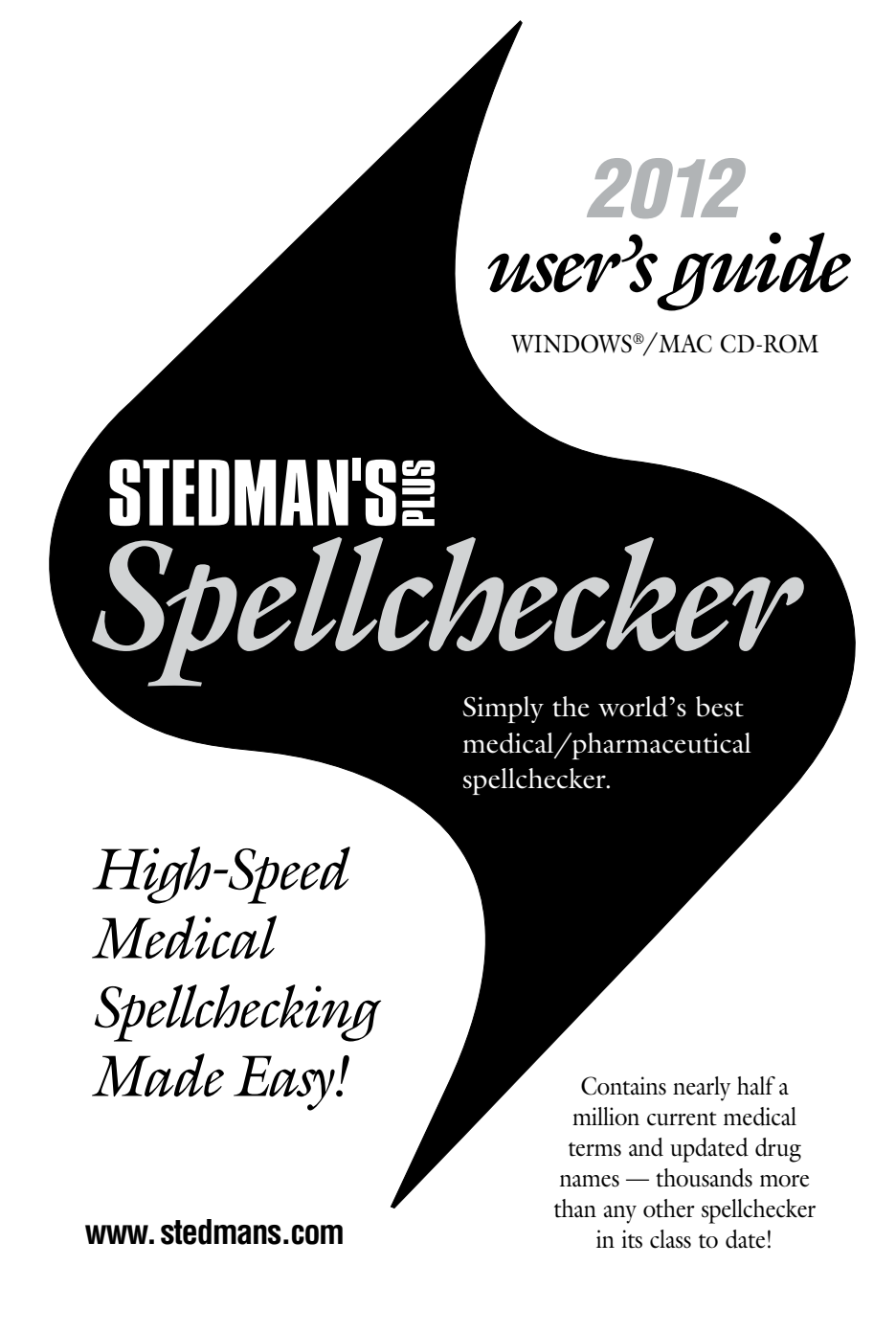
2012
user's guide
WINDOWS®/MAC CD-ROM
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STEDMAN'S PLUS Spellchecker 2012

User's Guide

Wolters Kluwer Health | Lippincott Williams & Wilkins

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Before You Start

Thank You

Thank you for purchasing **Stedman's Plus Spellchecker,** the most comprehensive and accurate medical spellchecker available. Fully updated for 2012, **Stedman's Plus Spellchecker** provides authoritative content and up-to-date medical and pharmaceutical terminology in a single powerful spellchecking package.

About Stedman's Plus Spellchecker

Stedman's Plus Spellchecker, 2012 contains nearly half a million up-to-date medical, pharmaceutical, and bioscience terms. It includes all new trade and generic drug names approved in 2011 including drugs from the Facts and Comparisons® *American Drug Index 2012*. You will find the most current terms related to diseases, treatments, medical procedures, lab tests, medical and surgical equipment, eponyms, abbreviations, acronyms, and more from over 60 medical specialties. Every term has been researched and "quality" tested so that you can quickly and accurately spellcheck even the most technical medical documents.

Stedman's Plus Spellchecker, 2012 works with:

- Corel WordPerfect 9.0, 10.0, 11.0, 12.0, X3, X4, X5 for Windows®
- Microsoft® Office 2000 (Word 2000), Office XP (Word 2002), Office 2003 (Word 2003), Office 2007 (Word 2007), Office 2010 (Word 2010) for Windows®
- Microsoft® Office X, Office 2004, Office 2008 for Macintosh
- Microsoft® Works Suite 2007 (Works 9.0), Works Suite 2006, Works Suite 2005 (Works 8.0), Works Suite 2004 (Works 7.0), Works Suite 2003, Works Suite 2002, Works Suite 2001 (Works 6.0), Works Suite 2000 for Windows®
- XMetaL 4.0, 4.5, 5.0, 5.5 for Windows®
- Emmaus' MPWord and MedPen

Stedman's Plus Spellchecker Suite of Products

In every health care profession, accuracy counts. Be sure your medical documents are error-free with Stedman's Plus Spellchecker Products – our premier spellchecking resources, backed by Stedman's solid reputation for quality medical terminology.

The Stedman's Plus Spellchecker suite of products provide nearly half a million terms from our authoritative medical dictionaries and medical language resources, giving you access to the most current, comprehensive, and reliable content available. Convenient and easy to use, they integrate seamlessly with Microsoft® Office and Corel Office Suite applications and work within a broad range of word processing programs, allowing you to spell check documents quickly and easily – there's nothing new to learn and no separate application to run.

Stedman's Plus Medical/Pharmaceutical Spellchecker 2012 is the essential resource for anyone who prepares or edits medical documents. Comprehensive and dependable, it provides fast, reliable spellchecking for nearly 500,000 reliable medical, pharmaceutical and bioscience terms, including:

- Over 22,000 trade and generic drug names from the pharmaceutical industry's first choice – Facts & Comparisons® database of the American Drug Index
- Over 80,000 medical and surgical equipment terms
- Over 100,000 abbreviations, acronyms, and eponyms
- Terminology for treatments, procedures, lab tests, and more!

Stedman's Plus Premium Edition, our subscription spellchecker, provides the same features and ease of use as Stedman's Plus, and keeps you on the cutting edge of medical and pharmaceutical

terminology with three comprehensive updates per year. Subscribers automatically receive updated content every four months, including:

- Ethical/OTC drugs and clinical trial drugs
- The latest laboratory tests
- New diagnostic procedures, surgical operations, and equipment/instrumentation

Don't compromise on accuracy. Avoid mistakes, increase efficiency, and improve productivity with Stedman's Plus spellchecking products. Visit www.stedmans.com or contact your local Lippincott Williams & Wilkins representative for more details.

Check out www.stedmans.com

Keep up-to-date with the latest information about all your favorite Stedman's products by visiting us often at **www.stedmans.com.** There you'll get advanced word about new software, medical word books, and related references, as well as links to other sites of interest to anyone using medical terminology. (And from time to time you'll find unadvertised specials available only at our web site, so check back often!)

Using this User's Guide

We at Lippincott Williams & Wilkins hope that with this User's Guide you will be able to find answers to any questions you have about **Stedman's Plus, 2012.** If, after reviewing the User's Guide, you still have questions, you can contact Technical Support (see the "Technical Support Information" section).

Review the License Agreement

Before installing the software in this package, carefully review the License Agreement. By using the files and/or copying the files from the original disks to your hard drive, you are agreeing to be bound by the terms and conditions of the License Agreement.

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Become a Registered User

Register your Stedman's software and take advantage of the special benefits available only to registered users! Simply take a moment to answer a few questions via the Internet, or if you prefer, go to **http://register.stedmans.com** and submit your registration information at your convenience. Once registered, you'll qualify for continued product support and notification of updates, upgrades, and special offers on new products! Your product's registration number can be found inside your CD-ROM packaging, on a sticker placed above the CD-ROM.

Using with Microsoft® Office 2010 (Word 2010), Office 2007 (Word 2007), Office 2003 (Word 2003), Office XP (Word 2002), and Office 2000 (Word 2000) for Windows®

System Requirements

To run **Stedman's Plus, 2012** you must have:

- 2 MB free hard disk space

Installing Stedman's Plus, 2012

NOTE: Installing **Stedman's Plus** with Microsoft® Office will not affect the words in your custom (or user) dictionary.

To install **Stedman's Plus:**

1. Close all applications, especially all Microsoft® Office applications and your Microsoft® Office Shortcut bar.
2. Insert the **Stedman's Plus** CD-ROM into your CD-ROM drive.
3. The **Stedman's Plus** installation program should automatically start a few seconds after you have inserted the CD-ROM into your CD-ROM drive. If it does not:
   - From the Start menu in Windows®, select **Run.**
   - Type **X:\setup** (where X is the letter of your CD-ROM drive), then choose **OK.**
4. Follow the on-screen prompts. Be sure to read each installation screen carefully.

NOTE: If you are using a Multi-User or Network version of **Stedman's Plus**, refer to pp. 22-26 of this User's Guide for additional instructions.

Accessing Stedman's Plus, 2012

Simply use your Microsoft® Word, Excel, Powerpoint, Access, Outlook, Publisher, or other Office application Speller as you always have, only now you will have the added power of **Stedman's Plus**.

Is It Really Working?

Please refer to the *Is It Really Working* section on page 27.

Using with Corel WordPerfect X5 (Office X5), WordPerfect X4 (Office X4), WordPerfect X3 (Office X3), WordPerfect 12.0 (Office 12), WordPerfect 11.0 (Office 11), WordPerfect 10.0 (Office 2002), and WordPerfect 9.0 (Office 2000) for Windows®

System Requirements

To run **Stedman's Plus, 2012** you must have:

- 2 MB free hard disk space

Installing Stedman's Plus, 2012

NOTE: Installing **Stedman's Plus** with Corel WordPerfect will not affect the words in your supplemental (or user) dictionary.

To install **Stedman's Plus:**

1. Close all applications that may be open on your computer.
2. Insert the **Stedman's Plus** CD-ROM into your CD-ROM drive.
3. The **Stedman's Plus** installation program should automatically start a few seconds after you have inserted the CD-ROM into your CD-ROM drive. If it does not:
   - From the Start menu in Windows®, select **Run.**
   - Type **X:\setup** (where X is the letter of your CD-ROM drive), then choose **OK.**
4. Follow the on-screen prompts. Be sure to read each installation screen carefully.

5 After you have installed the **Stedman's Plus** files to your hard drive, the installation program will display the location of these files. Make a note of where the **Stedman's Plus** files are located, because you will need to know where they are to access them from WordPerfect.

NOTE: If you are using a Multi-User or Network version of **Stedman's Plus,** refer to pp. 22-26 of this User's Guide for additional instructions.

Accessing Stedman's Plus, 2012

The **Stedman's Plus, 2012** installation program will automatically add the **Stedman's** dictionaries to your main word list. If for some reason this does not appear to have worked, please refer to "Program Files" and "Chaining in WordPerfect X5, X4, X3, 12.0, 11.0, 10.0, and 9.0 for Windows®" in this section.

Is It Really Working?

Please refer to the *Is it Really Working* section on page 27.

Program Files

When you install **Stedman's Plus, 2012** to work with WordPerfect X5 for Windows®, the default installation directory is **\Program Files\Corel\WordPerfect Office X5\WritingTools.** The default installation directory for WordPerfect X4 for Windows® is \Program Files\Common Files\Corel\Shared\Writing Tools\14. The default installation directory for WordPerfect X3 for Windows® is **\Program Files\Common Files\Corel\Shared\Writing Tools\13.** The default installation directory for WordPerfect 12.0 is **\Program Files\Common Files\Corel\Shared\Writing Tools\12.** The default installation directory for WordPerfect 11.0 is **\Program Files**

Common Files\Corel\Shared\Writing Tools\11.0. The default installation directory for WordPerfect 10.0 is **\Program Files\Corel\Shared\Writing Tools\10.0.** The default installation directory for WordPerfect 9.0 is **\Program Files\Corel\Shared\Writing Tools\9.0.** In addition to the Corel writing tools program files, this directory contains the following Stedman's program files:

STEDMANS.LEX	Stedman's Medical Spellchecking Dictionary
GENERIC.LEX	Generic Drugs Spellchecking Dictionary
TRADE.LEX	Trade Drugs Spellchecking Dictionary

Dictionary Chains

Stedman's Plus, 2012 provides WordPerfect for Windows® users with the expanded **Stedman's Plus** content in multiple dictionaries. You can add these dictionaries to your main word list, thereby gaining the **Stedman's Plus** significantly enhanced content.

The ability to chain dictionaries already exists in Corel WordPerfect for Windows®. WordPerfect allows you to chain any main dictionary (such as any of the dictionaries that accompany **Stedman's Plus, 2012,** or any other publisher's dictionary that is compatible with WordPerfect X5, X4, X3, 12.0, 11.0, 10.0, and 9.0), as well as any supplemental dictionaries. Your supplemental dictionaries are those that you create with words unique to you, such as your name.

See your WordPerfect manual for further information on main dictionaries and supplementa l dictionaries.

NOTE: With WordPerfect X5, X4, X3, 12.0, 11.0, 10.0, and 9.0 for Windows®, you can have up to six links in each chain.

Chaining in WordPerfect X5, X4, X3, 12.0, 11.0, 10.0, and 9.0 for Windows®

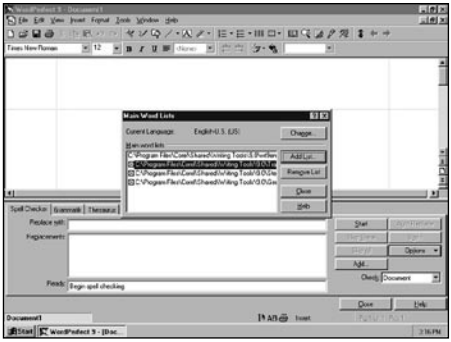
Adding a Dictionary to your Main Word List

1. From the Tools menu, select Spell Checker. The WordPerfect Speller will appear.
2. A dialog box may appear displaying the text "Spell check complete. Close Spell Checker? Yes or No?" If so, click on "No."
3. Click on the Options button. Select Main Word Lists from the menu that appears.
4. Click on the Add button.
5. When the Open dialog box appears, you will see the **Stedman's Plus, 2012** dictionaries. To add a dictionary to your main word list, double-click on the file name of the one you want to add. We recommend adding them so they appear in the following order: TRADE.LEX, STEDMANS.LEX, GENERIC.LEX.

NOTE: For more information on chaining dictionaries, refer to the "Program Files" section and the "Dictionary Chains" section listed under the WordPerfect X5, X4, X3, 12.0, 11.0, 10.0, or 9.0 portion of this User's Guide.

6. You should now see the desired **Stedman's Plus, 2012** dictionary in the "Dictionary Chains" window. To save the new chain, click on the Close button.

NOTE: The above steps must be repeated for each **Stedman's Plus, 2012** dictionary you want to add to your WordPerfect X5, X4, X3, 12.0, 11.0, 10.0, or 9.0 main dictionary chain.



WordPerfect 9.0 for Windows® main dictionary chain with **Stedman's Plus** dictionaries.

Removing a Dictionary from your Main Word List

1. From the Tools menu, select Spell Check. The WordPerfect Speller will appear.
2. A dialog box may appear displaying the text "Spell check complete. Close Spell Checker? Yes or No?" If so, click on "No."
3. Click on the Options button and select Main Word Lists from the menu that appears.
4. Highlight the **Stedman's Plus, 2012** dictionary you want to remove from your chain and click on the Remove button.
5. The **Stedman's Plus, 2012** dictionary should no longer be listed in the Main Word Lists box. To save the new chain, click on the Close button.

NOTE: The above steps must be repeated for each **Stedman's Plus, 2012** dictionary you want to delete from your WordPerfect X5, X4, X3, 12.0, 11.0, 10.0, or 9.0 main word list.

For detailed information on the features of the WordPerfect X5, X4, X3, 12.0, 11.0, 10.0, or 9.0 for Windows® Speller, consult your WordPerfect manual.

Using with Microsoft® Works Suite 2007 (Works 9.0), Works Suite 2006, Works Suite 2005 (Works 8.0), Works Suite 2004 (Works 7.0), Works Suite 2003, Works Suite 2002, Works Suite 2001 (Works 6.0), and Works Suite 2000 for Windows®

System Requirements

To run **Stedman's Plus, 2012** you must have:

- 2 MB free hard disk space

Installing Stedman's Plus, 2012

NOTE: Installing **Stedman's Plus** with Microsoft® Works will not affect the words in your custom (or user) dictionary.

To install **Stedman's Plus:**

1. Close all applications, especially all Microsoft® Works Suite applications.
2. Insert the **Stedman's Plus** CD-ROM into your CD-ROM drive.
3. The **Stedman's Plus** installation program should automatically start a few seconds after you have inserted the CD-ROM into your CD-ROM drive. If it does not:
   - From the Start menu in Windows®, select **Run.**
   - Type **X:\setup** (where X is the letter of your CD-ROM drive), then choose **OK.**

4 Follow the on-screen prompts. Be sure to read each installation screen carefully.

NOTE: If you are using a Multi-User or Network version of **Stedman's Plus**, refer to pp. 22-26 of this User's Guide for additional instructions.

Accessing Stedman's Plus, 2012

Simply use your Microsoft® Works Suite application Speller as you always have, only now you will have the added power of **Stedman's Plus**.

Is It Really Working?

Please refer to the *Is It Really Working* section on page 27.

Using with MedPen and MPWord

System Requirements

To run **Stedman's Plus, 2012** you must have:

- 2 MB free hard disk space

Installing Stedman's Plus, 2012

NOTE: If you are using MedPen/MPWord 4.x, please ensure that MedPen/MPWord is set to the American English Medical dictionary setting before inserting the **Stedman's Plus, 2012** CD-ROM into your CD drive. To check this setting:

- From the Tools menu in MedPen or MPWord, select Speller Settings ➛ Speller Options.
- In the Options window, the Main dictionary language should be set to American English Medical. If it is not, click on the down arrow and select American English Medical from the list.

To install **Stedman's Plus:**

1. Close all applications that may be open on your computer.
2. Insert the **Stedman's Plus** CD-ROM into your CD-ROM drive.
3. The **Stedman's Plus** installation program should automatically start a few seconds after you have inserted the CD-ROM into your CD-ROM drive. If it does not:
   - From the Start menu in Windows®, select **Run.**
   - Type **X:\setup** (where X is the letter of your CD-ROM drive), then choose **OK.**

4 Follow the on-screen prompts. Be sure to read each installation screen carefully.

NOTE: If you are using a Multi-User or Network version of **Stedman's Plus,** refer to pp. 22-26 of this User's Guide for additional instructions.

Accessing Stedman's Plus, 2012

Simply use your MPWord/MedPen speller as you always have, only now you will have the added power of **Stedman's Plus.**

NOTE: After installing **Stedman's Plus, 2012** with MedPen/MPWord 4.x, there is no need to change your Main dictionary language. If you do change your Main dictionary language at some point in the future, please note that it will be necessary to reinstall **Stedman's Plus.**

Is It Really Working?

Please refer to the *Is It Really Working* section on page 27.

Using with XMetaL 4.0, 4.5, 5.0, and 5.5 for Windows®

System Requirements

To run **Stedman's Plus, 2012** you must have:

- 2 MB free hard disk space

Installing Stedman's Plus, 2012

To install **Stedman's Plus:**

1. Close all applications that may be open on your computer.
2. Insert the **Stedman's Plus** CD-ROM into your CD-ROM drive.
3. The **Stedman's Plus** installation program should automatically start a few seconds after you have inserted the CD-ROM into your CD-ROM drive. If it does not:
   - From the Start menu in Windows®, select **Run.**
   - Type **X:\setup** (where X is the letter of your CD-ROM drive), then choose **OK.**
4. Follow the on-screen prompts. Be sure to read each installation screen carefully.
5. After you have installed the **Stedman's Plus** files to your hard drive, the installation program will display the location of these files. Make a note of where the **Stedman's Plus**

files are located, because you will need to know where they are to access them from XMetaL.

NOTE: If you are using a Multi-User or Network version of **Stedman's Plus**, refer to pp. 22-26 of this User's Guide for additional instructions.

Accessing Stedman's Plus, 2012

The **Stedman's Plus, 2012** installation program will automatically add the **Stedman's** dictionaries to your main word list. If for some reason this does not appear to have worked, please refer to "Program Files" and "Chaining in XMetaL 4.0, 4.5, 5.0, and 5.5 for Windows®" in this section.

Is It Really Working?

Please refer to the *Is it Really Working* section on page 27.

Program Files

When you install **Stedman's Plus, 2012** to work with XMetaL 4.0, 4.5, 5.0, and 5.5 for Windows®, the default installation directory is **\Program Files\Common Files\Corel\Shared\XMetaL\Writing Tools\10.0.** This directory contains the following Stedman's program files:

STEDMANS.LEX	Stedman's Medical Spellchecking Dictionary
GENERIC.LEX	Generic Drugs Spellchecking Dictionary
TRADE.LEX	Trade Drugs Spellchecking Dictionary

Dictionary Chains

Stedman's Plus, 2012 provides XMetaL for Windows® users with the expanded **Stedman's Plus, 2012** content in multiple dictionaries. You can add these dictionaries to your main word list, thereby gaining the **Stedman's Plus, 2012** significantly enhanced content.

The ability to chain dictionaries already exists in XMetaL for Windows®. XMetaL 4.0, 4.5, 5.0, and 5.5 allows you to chain any main dictionary (such as any of the dictionaries that accompany **Stedman's Plus, 2012,** or any other publisher's dictionary that is compatible with XMetaL 4.0, 4.5, 5.0, and 5.5), as well as any supplemental dictionaries. Your supplemental dictionaries are those that you create with words unique to you, such as your name.

See your XMetaL manual for further information on main dictionaries and supplemental dictionaries.

Chaining in XMetaL 4.0, 4.5, 5.0, and 5.5 for Windows®

Adding a Dictionary to your Main Word List

1. From the Tools menu, select Spell Check. The XMetaL Speller will appear.
2. A dialog box may appear displaying the text "Spell check complete. Close Spell Checker? Yes or No?" If so, click on "No."
3. Click on the Options button. Select Main Word Lists from the menu that appears.
4. Click on the Add button.
5. When the Open dialog box appears, you will see the **Stedman's Plus, 2012** dictionaries. To add a dictionary to your main word list, double-click on the file name of the one you want to add. We recommend adding them so they appear in the following order: TRADE.LEX, STEDMANS.LEX, GENERIC.LEX.

NOTE: For more information on chaining dictionaries, refer to the "Program Files" section and the "Dictionary Chains" section listed in this section of the User's Guide.

6 You should now see the desired **Stedman's Plus, 2012** dictionary in the "Dictionary Chains" window. To save the new chain, click on the Close button.

NOTE: The above steps must be repeated for each **Stedman's Plus, 2012** dictionary you want to add to your XMetaL 4.0, 4.5, 5.0, and 5.5 main dictionary chain.

Removing a Dictionary from your Main Word List

1 From the Tools menu, select Spell Check. The XMetaL Speller will appear.

2 A dialog box may appear displaying the text "Spell check complete. Close Spell Checker? Yes or No?" If so, click on "No."

3 Click on the Options button and select Main Word Lists from the menu that appears.

4 Highlight the **Stedman's Plus, 2012** dictionary you want to remove from your chain and click on the Remove button.

5 The **Stedman's Plus, 2012** dictionary should no longer be listed in the Main Word Lists box. To save the new chain, click on the Close button.

NOTE: The above steps must be repeated for each **Stedman's Plus, 2012** dictionary you want to delete from your XMetaL 4.0, 4.5, 5.0, and 5.5 main word list.

For detailed information on the features of the XMetaL 4.0, 4.5, 5.0, and 5.5 for Windows® Speller, consult your XMetaL manual.

Using with Microsoft® Office X, Office 2004, and Office 2008 for Macintosh

System Requirements

To run **Stedman's Plus, 2012** you must have:

- 2 MB free hard disk space

Installing Stedman's Plus, 2012

NOTE: The **Stedman's Plus** spellchecking dictionary for Microsoft® Office X and Office 2004 will work on either an Intel-based or Power-PC Macintosh computer. However, it is only compatible with Microsoft® Office 2008 on an Intel-based Macintosh.

To install **Stedman's Plus:**

1. For best results, restart your machine if you have been using any Microsoft® Office components.
2. Insert the **Stedman's Plus, 2012** CD-ROM into your CD-ROM drive.
3. Open the CD-ROM by double-clicking on the CD-ROM icon when it appears on the desktop.
4. When the **Stedman's Plus** CD-ROM window appears, double-click on the **StedPlus 2012** Installer icon.
5. If the StuffIt InstallMaker window appears, click on Continue.

6. Locate the Proofing Tools folder on your Macintosh hard drive. The default location for the Microsoft® Office X Proofing Tools folder is: **Microsoft Office X/Shared Applications/Proofing Tools.** The default location for the Microsoft® Office 2004 Proofing Tools folder is: **Microsoft Office 2004/Shared Applications/Proofing Tools.** The default location for the Microsoft® Office 2008 Proofing Tools folder is: **Microsoft Office 2008/Office/Shared Applications/Proofing Tools.**
7. With the Proofing Tools folder highlighted, click on the Open or Choose button.
8. When the installation is complete, an Installation Successful window will appear. Click on the Quit button in the Installation Successful window.
9. A dialog box may appear briefly on your screen, indicating that you should press any key to continue. The box will close automatically after about 10 seconds.

Accessing Stedman's Plus, 2012

Simply use your Microsoft® Word, Excel, PowerPoint, Endnote, Entourage, or other Office application Speller as you always have, only now you will have the added power of Stedman's Plus.

Is It Really Working?

Please refer to the *Is It Really Working* section on page 27.

Stedman's Plus, 2012, STANDARD EDITION Network and Multi-User Installation Instructions

To install **Stedman's Plus, 2012, STANDARD EDITION** to a network, you must have sufficient user rights to create directories and install files on the network. Users that want to access **Stedman's Plus, 2012, STANDARD EDITION** from a network also must have sufficient rights to do so.

NOTE: The network installation option is available only on the **Stedman's Plus, 2012, STANDARD EDITION Multi-User CD-ROM.** If you purchased the software at the Multi-User License price or at a discount of that price, you may copy the Software for use within your organization/institution on the number of computers for which you purchased licenses. If you wish to expand on this license, please contact Lippincott Williams & Wilkins at 1-800-326-1685.

Networking with Microsoft® Office/Word for Windows®

When you run the SETUP program from **Stedman's Plus** CD-ROM, you will be asked if you would like to perform a stand-alone or network installation. If you choose network installation, you will then be asked to choose what type of network installation you would like to perform. There are two types:

The first type is to replace your word processor's existing main spellchecking dictionary with the **Stedman's Plus** dictionary. The **Stedman's Plus** dictionary contains every word that is in your word processor's main dictionary in addition to the Stedman's Medical and Pharmaceutical content. If you choose to replace the main dictionary, every network user of your word processing application will have access to **Stedman's Plus.**

The second type is to install **Stedman's Plus** to its own directory on the network. You would use this method if you

only want certain network users to access **Stedman's Plus.** This method, in addition to installing the **Stedman's Plus** spellchecking dictionary, will also install a workstation set-up program (WSSETUP.EXE). Once you have completed the installation to the network file server, you must run the WSSETUP program from each network workstation you want to have access to **Stedman's Plus.** The WSSETUP program will configure the workstation to use Stedman's Plus instead of your word processor's main spellchecking dictionary. In order to do this, each user that you want to use **Stedman's Plus** must have access to the **Stedman's Plus** directory on the network file server.

More detailed information on network installation will be displayed during the SETUP program.

Networking with Corel WordPerfect for Windows®

When Corel WordPerfect for Windows® is installed on a network, each user has their own Setup file that contains information such as the location of their Macros, their default screen colors, and their keyboard layout. This Setup file also contains information on the user's Main Word List. In order to access **Stedman's Plus STANDARD EDITION** from WordPerfect on a network, each user must add the **Stedman's Plus STANDARD EDITION** dictionaries to the Main Word List. **Stedman's Plus STANDARD EDITION** provides a workstation setup program (WSSETUP.EXE) which will automatically add these new dictionaries to the WordPerfect Main Word List. After installing **Stedman's Plus** to a directory on your network, simply run WSSETUP from any workstation on which you would like to use **Stedman's Plus STANDARD EDITION.**

For more information, see the "Accessing **Stedman's Plus, 2012**" portion of the "Using with Corel WordPerfect X5, X4, X3, 12.0, 11.0, 10.0, and 9.0 for Windows®" section.

Silent Installation

The **Stedman's Plus** SETUP program also contains a "silent" installation. This silent installation option essentially "pushes" an installation of **Stedman's Plus, 2012, STANDARD EDITION** from a file server out to network workstations and requires no interaction from the end user. However, this option is only appropriate if your users are running the word processing application from their local hard drives.

To run the silent install, follow these steps:

1. Copy the files SETUP.EXE and STEDPLUS.INI from the **Stedman's Plus, 2012 STANDARD EDITION** Network CD-ROM to a shared location on your network.

2. Open the STEDPLUS.INI file. You will see a list of available word processing applications and their corresponding values. If necessary, change the TARGETAPP value to correspond with the word processing application you will be installing to. For example: "TARGETAPP=MS10" for MS office 2010.

   NOTE: In order to save changes to this file, you may need to remove the read-only file attribute.

3. Run SETUP.EXE on each workstation with the command line parameter " /M=stedplus.ini". For example: Type "cd\" to access the root, C:\>. Next, go to the path to which the files were copied. If the files were saved to C:\stedmans, type "cd stedmans" to access the Stedman's directory. From there, run the command "setup.exe /M=stedplus.ini". This will prompt the installation screen to appear.

Stedman's Plus, 2012, PREMIUM EDITION Network and Multi-User Installation Instructions

To install **Stedman's Plus PREMIUM EDITION** to a network or for multiple users, you must run **MUsetup.exe**, located in the Multi-User folder on the **Stedman's Plus PREMIUM EDITION** CD-ROM. You must have sufficient user rights to create directories and to install files on the network. Users that want to access **Stedman's Plus PREMIUM EDITION** from a network also must have sufficient rights to do so.

NOTE: If you purchased the software at the Multi-User License price or at a discount of that price, you may copy the Software for use within your organization/institution on the number of computers for which you purchased licenses. If you wish to expand on this license, please contact Lippincott Williams & Wilkins at 1-800-326-1685.

Networking with Microsoft® Office/Word for Windows®

When you run the MUSetup program from the Stedman's Plus CD-ROM, a file called setup.exe will be saved to the location you specify during the installation program. The default location for this file is:

C:\Stedmans (where the letter C represents the letter of your hard drive)

To install the program to multiple workstations, run the setup.exe program released during the Multi-User/Network Installation on each computer. On-screen prompts will guide you through the installation.

Networking with Corel WordPerfect for Windows®

When you run the MUSetup program from the Stedman's Plus CD-ROM, a file called setup.exe will be saved to the location you specify during the installation program. The default location for this file is:

C:\Stedmans (where the letter C represents the letter of your hard drive)

To install the program to multiple workstations, run the setup.exe program released during the Multi-User/Network Installation on each computer. On-screen prompts will guide you through the installation.

For more information, see the "Accessing **Stedman's Plus, 2012"** portion of the "Using with Corel WordPerfect X5, X4, X3, 12.0, 11.0, 10.0, and 9.0 for Windows®" section.

Silent Installation

The Stedman's Plus MUSetup program also contains a "silent" installation. This silent installation option essentially "pushes" an installation of **Stedman's Plus, 2012, PREMIUM EDITION** from a file server out to network workstations and requires no interaction from the end user. However, this option is only appropriate if your users are running the word processing application from their local hard drives.

To run the silent install, follow these steps:

1. Copy the files SETUP.EXE and STEDPLUS.INI from the **Stedman's Plus, 2012 STANDARD EDITION** Network CD-ROM to a shared location on your network.

2. Open the STEDPLUS.INI file. You will see a list of available word processing applications and their corresponding values. If necessary, change the TARGETAPP value to correspond with the word processing application you will be installing to. For example: "TARGETAPP=MS10" for MS office 2010.

   NOTE: In order to save changes to this file, you may need to remove the read-only file attribute.

3 Run SETUP.EXE on each workstation with the command line parameter " /M=stedplus.ini". For example: Type "cd\" to access the root, C:\>. Next, go to the path to which the files were copied. If the files were saved to C:\stedmans, type "cd stedmans" to access the Stedman's directory. From there, run the command "setup.exe /M=stedplus.ini". This will prompt the installation screen to appear.

Is It Really Working?

You can use the words "celite" and "Myferon" to make sure **Stedman's Plus, 2012** has been installed properly. Simply type "selite" and "Miferon" (incorrect versions of the above words) and spellcheck your document. Your spellchecker should highlight these words and will suggest the correct words "celite" and "Myferon" from the **Stedman's Plus, 2012** dictionary file.

Note to Stedman's Plus Premium Edition users:

You can always find new "test" words for the latest release of **Stedman's Plus Premium Edition** on the Technical Support page at **www.stedmans.com.** Simply select "Stedman's Plus Spellchecker Premium Edition" from the Top Issues drop-down box, and click on the question, "Is my Stedman's Plus Premium Edition really working?"

Answers to Common Questions/Problems

Microsoft® Word

Q: *I installed **Stedman's Plus, 2012** but when I spellcheck in Microsoft® Word for Windows®, Stedman's Plus isn't working. What's wrong?*

A: In order to install **Stedman's Plus,** all applications (especially Microsoft® Word) need to be closed during the installation process. If this was not the case, please re-install **Stedman's Plus.** Please also make sure that under Options in your Tools menu, the "Always Suggest" option is checked and the "Suggest from Main Dictionary Only" option is deselected.

WordPerfect

Q: *I have installed **Stedman's Plus, 2012**, but when I spellcheck in WordPerfect, Stedman's Plus isn't working. What's wrong?*

A: Although you may have correctly installed **Stedman's Plus, 2012**, you may not have told WordPerfect how to access it.

If you are using WordPerfect 9.0, 10.0, 11.0, 12.0, X3, X4, or X5 for Windows®, then you may need to add the **Stedman's Plus** dictionaries to your main dictionary chain/main word list.

For detailed information about accessing **Stedman's Plus, 2012**, refer to the "Accessing **Stedman's Plus, 2012**" section listed under the version of WordPerfect you are using.

General

Q: *I have added a word by mistake to the spellchecker during the spell check process. How do I delete it?*

A: Words that you choose to "Add" as you spellcheck your document are added to Microsoft® Word's custom dictionary or WordPerfect's supplemental dictionary. These spellchecking dictionaries are controlled by Word or WordPerfect and are not affected by Stedman's Plus Spellchecker.

Check your Word or WordPerfect manual for additional information on how to delete a word from your custom or supplemental dictionary.

General

Q: *Why doesn't Stedman's Plus Spellchecker catch it when I type a generic drug name with an initial capital letter?*

A: Trade and generic drug terms are entered into **Stedman's Plus Spellchecker** case-correct. Generic drug terms are not capitalized, and trade drug names are entered with the correct capitalization, according to the drug manufacturer. However, since **Stedman's Plus Spellchecker** integrates with the existing spellchecking program in your word processor, your word processor's spellchecker determines how capitalization is enforced.

Word and WordPerfect cannot enforce an initial lowercase letter. For example, if you capitalize Cat, The, Barrel, Acetaminophen, or any other term in the middle of a sentence, your spellchecker will *not* indicate that the term is "wrong." Both the lowercase and capitalized terms are considered correct.

However, Word and WordPerfect *can* enforce initial capitalization. If a term is *only* correct with the first letter capitalized (for example, Tylenol) and you enter the term in your document with an initial lowercase (as in, tylenol), your spell-checker will highlight the term and offer the capitalized term as the correct spelling.

Capitalization cannot be enforced if a term is valid with both an initial lowercase letter and an initial capital letter, as in Soma and soma.

WordPerfect

Q: *I'm using WordPerfect, and when I type in a trade drug name with an initial lowercase letter, my spellchecker doesn't stop on it. Why not?*

A: When using Corel WordPerfect, we strongly recommend chaining the Stedman's Plus Spellchecking dictionaries in the following order:

TRADE.LEX
STEDMANS.LEX
GENERIC.LEX

WordPerfect will only enforce capitalization for the first spellchecking dictionary in the chain. By listing the trade.lex file first, WordPerfect will check to make sure that trade drugs and equipment names retain the correct capitalization in your document.

For more information, please refer to the "Chaining in WordPerfect" section of this User's Guide for the version of WordPerfect you are using.

WordPerfect

Q: *Even though I add an irregular case word, such as pHisoHex and DNase, to my supplemental dictionary, the Speller still stops and flags it. Why is this happening?*

A: The WordPerfect software controls your supplemental dictionaries and WordPerfect cannot handle irregular case words. When you add an irregularly capitalized word to your supplemental dictionary, WordPerfect changes the word to all lower case.

You can, however, submit words to us at Lippincott Williams & Wilkins for inclusion in future versions of **Stedman's Plus.** Please send your suggestions to the mailing address listed in the "Technical Support" section of this User's Guide or e-mail us at stedmans@LWW.com.

WordPerfect

Q: *What are Links and Chains?*

A: A "link" is a dictionary that is connected to other dictionaries to form a group, or a "chain." The Speller knows to search for words in these dictionaries in the order in which they were linked together.

Why is the ability to chain dictionaries considered a powerful feature? Because now you can customize which dictionaries the Speller searches for a word, and in what order. You can set up your chain to include only dictionaries related to the work you are doing, thus spellchecking your documents more quickly and efficiently.

By customizing where the Speller searches for words, you speed the spellchecking process and enhance your productivity.

WordPerfect

Q: *Why do the **Stedman's Plus** dictionary files for WordPerfect for Windows® use the .LEX extension, not the .MOR extension that the WordPerfect English dictionary uses?*

A: In order to keep the **Stedman's Plus** dictionary files consistent for all versions of WordPerfect, our WordPerfect for Windows® dictionaries use the .LEX extension instead of the .MOR extension. Please be assured that although these dictionaries use the .LEX extension, they are in the correct format and are fully compatible with WordPerfect 9.0, 10.0, 11.0, 12.0, X3, X4, and X5 for Windows®.

General

Q: *There seems to be a content error in* ***Stedman's Plus, 2012.*** *What should I do?*

A: First, check to make sure this word was not accidentally added to your word processor's supplemental or custom dictionary. If it has, simply delete it. If the word is not in your word processor's supplemental or custom dictionary, please submit your content inquiry through the "Got a Good Word?" link at www.stedmans.com. You can also e-mail us at **stedmans@LWW.com** or fax us at 410-528-8597.

Technical Support Information

Lippincott Williams & Wilkins is pleased to provide support if you need assistance with **Stedman's Plus Spellchecker.** Before you contact us, be sure to do the following:

- Refer to the "Technical Support" section of **www.stedmans.com**, or visit **www.stedmans.com/help** for answers to some commonly asked questions.
- If you have encountered an issue with your Stedman's software, write down the sequence of events that led to the problem.
- If an error message is displayed, write down the exact error message and error number.
- If you are having a problem working with another application, be sure you know the version, and have the user manual handy.

Product Support

If you require product information such as system requirements or have questions about the product's content or functionality, please contact us:

- Online: www.stedmans.com/help
- Email: stedmans@lww.com

Technical Support

If you require technical assistance with our products after installation, please contact us:

- Online: www.stedmans.com/help
- Email: techsupp@lww.com
- Phone: 1-800-638-3030 US and Canada;
  301-223-2300 International

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Got a Good Idea for STEDMAN'S?

Help us keep STEDMAN'S products fresh and up-to-date with new words and new ideas! How can we make your STEDMAN'S product the best medical word reference possible for you?

Do we need to add or revise any items? Is there a better way to organize the content?

Be specific! Fill in the lines below with your thoughts and recommendations and FAX the page to **ATTENTION STEDMANS, 410-528-8597.**

You are our most important contributor, and we want to know what's on *your* mind. Thanks!

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Other comments:

_____

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All done? Great, just FAX this page to the attention of STEDMAN'S at 410-528-8597 or MAIL the page to us at:

Lippincott Williams & Wilkins
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OR enter your information ONLINE at **www.stedmans.com**

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